FNS40615 – Certificate IV in Accounting

National Course Code: 088041G
FNS40615 – Certificate IV in Accounting

Certificate IV in Accounting reflects accounting job roles in financial services and other industries requiring accounting support functions.

National Course Code: FNS40615
Course Name: Certificate IV in Accounting
Duration: 52 weeks of full time study
CRICOS Course Code: 088041G
Delivery Mode: Face to Face
Campus: City
Information: Download Brochure

Description
This course is designed to train students in accounting job roles in financial services and other industries requiring accounting support functions to develop their skills and certify they are capable to achieve the industry standards. The overall target clients of Acumen Education would be the one who are interested in employment in accounting as bookkeeper or BAS agent.

This course also teaches you about processing financial transactions, making decisions in legal contexts, setting up accounting information systems for business entities and carrying out instalment activities for businesses.

Course Description
This qualification reflects the role of individuals who use well-developed skills and a broad knowledge base in financial services and other industries requiring accounting support functions. They individuals in these roles apply theoretical and specialist knowledge and skills to work autonomously and exercise judgement in completing routine and non-routine activities.

Entry requirements
International students
- 18 years or older
- Satisfactorily completed Year 12 or equivalent
- International learners must meet Student Visa requirements and provide certified evidence of achievement of an IELTS Test Score of:
  - 5.5 or above for direct entry into the course, or
  - 5.0 and a Confirmation of Enrolment or Letter of Offer in an ELICOS with a duration of no more than 20 weeks.
- Those undertaking Certificate IV in Accounting are required to have completed Certificate III in Accounts administration or be able to demonstrate equivalent competency.

Domestic Students
There is no entry requirement for this qualification. However, it is usual for learners to own or have ready access to a computer and a willingness to learn.

If learners wish to discuss any of their matter relevant to their entry and study requirements further, they are free to contact Acumen marketing director.

Course duration
Total duration for this qualification is 52 weeks (including) breaks. Students study minimum 20 hours a week for forty weeks, without breaks. Delivery and assessment takes place in fully equipped classrooms. In order to complete Certificate IV in Accounting, a student needs to gain competency in 13 Units.
RPL and Credit Transfer

Recognition of Prior Learning (RPL) and Credit Transfer – Learners with prior learning and work experience can apply for Recognition of Prior Learning. Learners who have completed corresponding units of competency and/or units contained within the packaging rules can apply for Credit Transfer.

Fees

Total Course Fees $11000.00 (Payment Plan Option is available) Itemised fee details are available on: http://acumen.edu.au/fees-and-charges/

Assessment Methods

Assessment is structured throughout the course. If learners are unable to achieve competency, additional support is provided through mentoring and access to re-assessment as outlined in the acumen's policies and procedures. Learners who are working in an appropriate business environment are able to base relevant assessment tasks on their workplace. This will be negotiated between the learner and the assessor. Assessment requires achievement across all tasks to demonstrate competence.

Assessment is carried out through a range of the following tasks
- Projects
- Written Questions Answers
- Case Studies
- Demonstrations

Pathways

Candidates may enter the qualification through a number of entry points demonstrating potential to undertake vocational education and training at Certificate IV level, including:
- Certificate III in Accounts administration
- or
- with substantial vocational experience in a range of environments, acting in a range of senior support or technical roles.

Pathways from the qualification

After successful completion of FNS40615–Certificate IV in Accounting learners can continue their study in Diploma of accounting, finance or financial management

Employment Opportunities

This course may provide you with employment opportunity as:
- Administer of ledger account
- Bookkeeping clerk
- BAS agent
- Accountant
- Payroll officer
- Preparing or lodging an approved form about taxpayers’ liabilities, obligations or entitlements under a BAS provisions.
- Giving a taxpayer advice about a BAS provision that the taxpayer can reasonably be expected to rely upon to satisfy their taxation obligations
The TAX Practitioner’s Board must register persons providing BAS service and this qualification is currently cited as meeting the educational requirements for registration. Other conditions apply including a designated period of experience. Persons seeking BAS agent registration should check current registration requirements with the Board as this is regularly reviewed.

**Units of Competency – Details**

FNSACC301 - Process financial transactions and extract interim reports  
FNSACC302 - Administer subsidiary accounts and ledgers  
FNSACC402 - Prepare operational budgets  
FNSINC401 - Apply Principles of professional practice to work in the financial services industry  
FNSBKG404 - Carry out business activity and instalment activity statement tasks  
FNSBKG405 - Establish and maintain a payroll system  
BSBFIA401 - Prepare financial reports  
FNSACC404 - Prepare Financial statements for non - reporting entities  
BSBITU306 - Design and produce business documents  
FNSACC406 - Set Up and operate a computerised accounting system  
FNSACC403 - Make decisions in a legal context  
BSBWRT301 - Write Simple documents  
BSBITU402 - Develop and use complex spreadsheets